

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, November 12, 2018 – 5:00pm

Call Meeting to Order:

Roll Call: Melissa James _____

 Harry Brady _____

 Larry Silcox _____

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: October 8, 2018

Operational and Financial Report October 31,2018:

October 2018 Fuel Sales:

AVGas: \$1,676.58	Gallons: 376.76
Jet A: \$1,136.10	Gallons: 324.60

Approval of October 31,2018 Financials

As of October 31,2018

Cash in Bank:	\$ 8,914.94
Net Income YTD:	\$ 355,783.15
Total Expenses YTD:	\$ 366,850.54
Net Income/ Loss YTD:	\$ (11 067.93)

Approval to Pay Invoices: \$ 4,705.94

Old Business:

Consultant Report

Hangar Lease:

- \$137.50 Commercial
- \$165.00 T-Hangars
- 10% discount for 2nd hangar
- \$400.00 Maintenance
- \$500.00 Historic house
- \$800.00 Commercial Office

New Business:

Date of Next Meeting:

Monday, December 10, 2018 @ 5:00pm

October 8, 2018

Call to order: All Present

Public comment:

Dennis Sokol asked why Jet A was seen being removed. Fuel was being loaded.

Minutes / Financials:

Larry Silcox moved to approve minutes. Harry Brady seconded. Motion Passed.

Larry Silcox moved to approve financials. Harry Brady seconded. Motion Passed.

Consultant Report:

ACIP be prepared for planning call with FAA

Request for board approval to submit supplemental appropriation for AWOS and apron rehab

Harry Brady moved to submit. Larry Silcox seconded. Motion Passed.

Request for board approval to submit quarterly reports for 0916, 1017 and 1118. Larry Silcox moved to submit.

Harry Brady seconded. Motion Passed.

Final chapter of Master Plan to FAA

Taxiway B Rehab airport will be Closed for 20 days starting Monday, October 15th. Harry Brady moved to have Erie Blacktop start project. Larry Silcox seconded. Motion Passed. Dennis Sokol asked if state mix will be used – yes; cost is the same.

Old Business:

TSO radio agreement signed. Fund raising just started.

Hangar lease price increase tabled until November. Need to include current lease prices with November agenda.

Public Request requests; Larry Silcox talked to the Huron County Commissioners. No one knows what are being asked for. Letter to Allen Neilson was signed and will be mailed.

Larry Silcox moved to hire electric contractor to figure out what meters go to what areas of the airport. Harry Brady seconded. Motion Passed. Will call Great Lakes Electric.

Maintenance hangar roof is 2/3 done on the north side. Larry Silcox moved to have Harry Brady purchase aluminum paint. Melissa James seconded. Motion Passed.

Commissioners will have a dumpster brought to the airport. Throw away old light bulbs, hoses, etc.

Beacon is out again. Double white – will have the fire department come out and replace green lens.

New Business:

Harry Brady moved to raise the price of AVGas to \$4.60. Larry Silcox seconded. Motion Passed.

Dennis Sokol asked if Routh Packaging plan in C -7 will be moved. Call Walker Funeral home for a phone number for Mrs. Routh.

Larry Silcox moved to adjourn. Adjourned

Submitted by:
Linda Vaughn
Sectary / Treasurer

Melissa James
Board President

Huron County Airport Authority 11:16 AM
Balance Sheet

As of October 31, 2018

11/07/2018
Accrual Ba-
sis

Oct 31, 18

AS-
SETS

Current Assets

Checking/Savings

Civista 23825 8,664.94

Prepaid Debit Card 250.00

Total Checking/Savings 8,914.94

Accounts Receivable

Accounts Receivable 17,554.57

Total Accounts Receivable 17,554.57

Other Current Assets

Undeposited Funds 2,072.50

Total Other Current Assets 2,072.50

Total Current Assets 28,542.01

Fixed Assets

Equipment 1,743.24

Total Fixed Assets 1,743.24

TOTAL ASSETS 30,285.25

LIABILITIES & EQUITY

Eq-
uity

Opening Balance Equity 40,822.82

Retained Earnings 529.82

Net Income -11,067.39

Total Equity 30,285.25

TOTAL LIABILITIES & EQUITY 30,285.25

Huron County Airport Authority Profit & Loss YTD

January through October 2018

11:20 AM

11/07/2018
Accrual Basis

Jan - Oct 18

Ordinary Income/Expense

Income

Airport Closure	10,000.00
Commercial Office Rent	8,400.00
FAA Grant	208,196.00
Farm Rent	8,538.64
Finance Charge	125.00
Fuel Sales	66,927.44
Hangar Rent	40,898.00
ODOT Grant	12,211.00
Overnight Fees	90.00
Utilities Reimbursement	397.07

Total Income 355,783.15

Expense

Apron B	148,035.84
Attorney Fees	1,156.65
Bank Service Charges	0.00
Cleaning / Sump	625.00
Consultant Fee	24,967.88
Credit Card Processing	1,570.32
FAA Grant Expense	74,051.52
Fuel Purchased	
100 AVGas	36,520.80
Diesel Fuel	666.04
Jet-A	20,585.35

Total Fuel Purchased 57,772.19

Insurance Expense 2,165.00

Legal Notices / Advertising 7.44

Maintenance 3,273.80

Membership 300.00

Mowing 7,500.00

Office Expense

Computer Expense	368.75
Office Supplies	133.03
Postage	140.00
Office Expense - Other	75.00

Total Office Expense 716.78

Ohio EPA Reporting 4,290.00

Permits 1,100.00

Propane 1,791.65

Property Taxes 7,070.27

Public Records Request	40.00
Repairs and Maintenance	5,382.76
Sales Tax	
Sales Tax Discount	-35.37
Sales Tax - Other	<u>4,999.33</u>
Total Sales Tax	4,963.96
SAMS /Stop Payment should have	1,199.00
Secretary / Treasurer	1,790.00
Service Agreements	1,881.25
Snow Removal	2,736.25
Supplies	63.88
Utilities	
Electric	8,538.96
Telephone Expense	1,217.10
Water	<u>2,288.64</u>
Total Utilities	12,044.70
Website Expense	<u>354.40</u>
Total Expense	<u>366,850.54</u>
Net Ordinary Income	<u>-11,067.39</u>
Net Loss	<u><u>-11,067.39</u></u>

Huron County Airport Authority

Invoice Approval

Date: 11/7/2018

For Meeting on: 11/12/2018

Company	Date	Amount	Purchase	Check #
Albrecht, Bill	11/1/2018	400.00	EPA Reporting - 2018 October	3575
Beck Aviation	11/1/2018	125.00	Maintenance - 2018 October	3589
Frontier Communications	10/28/2018	126.08	Service 10/28 - 11/27/2018	EFT
Great Lakes Electric	10/22/2018	362.51	Install Emergency Stop Button	3590
Hohler Sheet Metal	7/31/2018	183.75	Repaired run capacitor wire / No AC	3574
Holtz, Mary	11/1/2018	950.00	Mowing - 2018 October	3591
		400.00	West end / 12 acres	3591
		250.00	Cleaning / Sumping - 2018 October	3591
		10.64	Mop	3591
Laser Images	10/10/2018	12.25	Copies / Scan	3576
Northern Ohio Rural Water	10/25/2018	288.55	Service 09/12 - 10/12/2018	3592
Ohio Business Gateway	11/7/2018	202.39	Sales Tax - 2018 October	EFT
Ohio Edison	10/30/2018	514.99	Service 09/29 - 10/26/2018	EFT
QTPod	11/15/2018	581.08	M4000 / Monthly Payment	EFT
Treasurer State of Ohio	10/19/2018	67.50	Late Fee 01/01/2018 - 01/31/2018	3577
Vaughn, Linda	11/1/2018	<u>231.20</u>	Secretary / Treasurer - 2018 October	3593
		<u>4,705.94</u>		